

# BLTC Tennis AGM

## *Meeting Minutes*

Monday 02/10/2017 19:30

### **Attendees:**

Janine David	Mike Harpin	Kevin Ellis	Steve Richards
Richard Jones	Dave Smith	Denise Jones	Dominic Rowley
Nick Jones	Paul Webber	Victoria Floyd-Ellis	Ben Adrianeko
John Petty	Silvia Reis	Bev Webber	Ed Wilkins

### **1. Welcome and Introduction**

1.1. Janine opened the meeting and thanked all present for attending this AGM meeting, the first since the tennis committee has been re-established.

### **2. Apologies for Absence**

2.1. Apologies received from Owain Stanford and Marion Petty.

### **3. Approval of Previous AGM Minutes**

### **4. Matters Arising from Previous AGM**

4.1. Since this is the first AGM held by the re-convened tennis committee, there are no previous minutes or agenda items.

### **5. Chairman's report – Janine David**

5.1. Janine opened by acknowledging the passing of the incumbent president of the tennis section, Brian Davies. Janine asked Ed Wilkins to recount Brian's contribution to the club and some of his personal memories of Brian.

Ed described how Brian's family has been involved with the club since its inception in 1913. He was a large presence at the club and was happy to attend the unveiling of the war memorial earlier this year. This, he knew, was likely to be his final farewell to the club.

5.2. Janine confirmed that she, Victoria Floyd-Ellis and Mike Harpin were the tennis committee representatives at director's board meetings and reported back to the tennis section at committee meetings.

5.3. Leanne McLellan has been appointed club Welfare Officer for the CIC and all the component sections.

5.4. Janine offered the committee's thanks to the following individuals:

- Stephen Richards and coaching team (Leanne, Tristan, Matthew, Lloyd, Jo, Morgan, Jay and Callum) for running successful junior events and the Great British Tennis weekend. A Service Level Agreement is also now in place between the club and Stephen.
- Team Captains (Emma, Deborah, Victoria, Marion, Steve, Matt, Luke, Will and Paul)
- Grounds man Ben Williams and all the volunteers who have contributed time and effort in maintaining courts and grounds (including Ed, Mike, Owain, Nigel, Lee and others).
- Denise Jones for the bedding plants.
- Glenda Hegarty, Nick Jones and Paul Webber for monetary donations.
- Jana for her continued efforts in promoting the club and managing the bar, etc.
- Owain Stanford for his incredibly successful fund raising social events
- Richard Jones for organising and running both club tournament and quiz events.
- Bev and Leanne for the Wimbledon lunch and Junior Presentation evening.
- Mike Harpin, Paul Webber, Ed Wilkins, David Smith and Chris Williams for their efforts on the project board (see item 8.)

5.5. Social events run by the tennis section and held at the club since September last year:

- Halloween Social Tennis and Quiz
- Bonfire Night
- Wimbledon Lunch
- Club Championship Finals day & Hog Roast

5.6. Up-coming social events:

- Junior Presentation (Friday 20<sup>th</sup> October)
- Halloween Social Tennis and Quiz (Friday 27<sup>th</sup> October)
- Presentation Dinner Dance at the Heronston hotel (Saturday 18<sup>th</sup> November)

## **6. Secretary's Report – Nick Jones**

6.1. Since September 2016, there have been 9 full tennis section committee meetings.

6.2. The committee was assembled in September 2016 with 15 members plus Ed Wilkins as advisor. Since this time, 3 have resigned and 1 has been co-opted and so the number of members has settled at 13.

6.3. Primary workload of the secretary has been to write a new tennis section constitution that fits into the CIC framework and satisfies the expectations of the LTA. This is particularly necessary to support the club's bid for LTA funding (see item 8). This is a work in progress and the current draft was submitted for review by any who may be interested (see appendix A). The intention would be to implement a final draft before the next AGM and allow for amendments to be discussed at that meeting.

## **7. Treasurer's Report – John Petty**

7.1. John declared the current tennis section account balance as £10889 with £3000 to be paid back to the CIC in lieu of payment for the Bryntirion Football club event.

John will provide a detailed account of income and expenditure over the last year (see appendix B).

## **8. BLTC Project Board – Mike Harpin**

8.1. Mike used the projector to display artist's impressions and plans of the proposed development to the clubhouse and grounds. These plans (provided by Chris Williams) have been submitted to BCBC for planning permission (see appendix C).

8.2. The details of the plans are very preliminary but highlights of the development currently include the following:

- 4 x floodlit, all weather courts to replace existing grass courts.  
The court surface may be artificial clay although there will be a consultation process before a final decision is taken.
- Floodlights on existing hard courts.
- Access gate and track for parking at the rear of the club grounds.
- Tree removed from the front of the building to allow for new reception entrance.
- Extension to club house function room.
- Reception desk, disabled toilets and kitchen.
- Upstairs bar/viewing area.
- Indoor court (see item 8.4).

8.3. Payment for the new development is based on a potential LTA grant which will likely involve match funding of money raised by the club. A contribution to this amount is expected from funds raised by the tennis section for which a provisional target of £20k has been set.

Application for an LTA grant is subject to planning permission from BCBC, however, it will be looked on favourably by the LTA as we have previously never been granted LTA

funds. We will need to check whether we can apply for the grant before planning permission has been agreed. Ed Wilkins will be meeting with BCBC Wednesday and the LTA regional funding director will be visiting the club later this month.

8.4. In addition to a grant, the LTA have a Transforming British Tennis Together (TTT) fund of £125m for which applications may be submitted. This would involve developing business partnerships (with BCBC, Sport Wales, Halo, local schools and other tennis clubs) to promote tennis in the area. It is with money from this fund that the building of an indoor court may be achieved. If we fail to obtain any of this funding, the development plans would have to be scaled back.

The club hope to submit an application in the first round of TTT applications at the end of October. This application is backed by Tennis Wales.

8.5. All LTA funding requires formalisation of the club's management. This includes such roles as Welfare Officer and Club Coach with official contract agreements. Similarly, it requires putting an official constitution and accompanying procedures in place. A business case would also be necessary, based on expansion of membership for the increased number of courts. (Currently there are approximately 100 adult playing members.)

8.6. If the club was successful in its bid for funding, the earliest that work could start would be winter of next year so we will likely be using the grass courts next year and probably also the year after. The development in its current form would likely cost in the region of £750,000.

8.7. Question raised by Silvia Reis as to whether floodlights could be installed on bottom courts this winter. Although this would be desirable, it was felt that if the club paid for floodlights out of existing funds, then this would be money that would not be match funded by the LTA. Floodlights on all existing courts are included as part of the funding for the entire project.

8.8. In summary, the focus is to:

- Obtain planning permission for the development.
- Apply to the LTA for funding and continue to liaise closely with Tennis Wales and the LTA.
- Continue progress with the CIC and tennis sections' change of status.

## **9. Election of Officials**

9.1. All members of the committee have served for 1 year or less and wish to continue in their current roles. It was put to AGM and agreed that, unless there were any objections, the committee should remain as is with all members elected unopposed.

## **10. Any Other Business**

10.1. David Smith informed AGM that he has once again put in a bid for the club with the Aviva Community fund and encouraged all members (and friends, family, work colleagues, etc.) to register their votes for the bid.

10.2. Suggestions from the floor for fund raising opportunities:

- Brick Sale. For a sum of money, a member may have their name etched on a brick which gets used in the build of the new clubhouse.
- BLTC merchandise. Requires an official logo.

10.3. It was also suggested from the floor that the committee include a position of “Principal Fund Raiser” who heads up a fund raising team. To be discussed at committee.

10.4. Janine urged AGM attendees to encourage members (and non-members) to attend the up-coming Presentation Dinner Dance event to raise funds for the tennis section.

## **11. Close**

11.1. Meeting closed at 20:00.